

**Turnitin Quick Submit Option**

**\*You must create a** [**Turnitin assignment**](https://community.canvaslms.com/docs/DOC-1799) **in Canvas to set-up your Turnitin account BEFORE you can use the Quick Submit option.**

Faculty can use the Quick Submit feature to check a student submission that wasn’t part of a a Turnitin Canvas assisgnment by logging into [Turnitin.com](http://turnitin.com/en_us/login) directly.

Follow these steps to use the Quick Submit feature:

1. Create a password at Turnitin.com using your CWU first.last@cwu.edu email address as the username.
2. Update User Info Settings by activating the Quick Submit feature
3. Submit document for plagiarism detection

Here are some screenshots of the step-by-step process.

1. Go to <https://turnitin.com> and click on the ‘Log In’ option in upper right-hand corner.



1. Select the ‘Reset Password’ option



1. Enter first.last@cwu.edu email address
2. Enter Last name
3. Click ‘Next’

You will receive an email with instructions on how to create a password. Once you have created a password, use the CWU email (first.last@cwu.edu) and the new password you created to login to <https://turnitin.com>



1. Select ‘Instructor’ view from the drop-down menu
2. Click on ‘User Info’
3. Select ‘Yes’ from the Activate Quick Submit drop-down menu
4. Click ‘Submit’



1. Click the ‘Quick Submit’ tab
2. Click the ‘Submit’ button and follow the instructions for uploading the document.

